

Permanent Contract case-study No. 2

Job title	ERP & Shared Services Project Manager
Sector	Public sector
Discipline	Project Management of Procurement
Location	South West
Salary level	market daily rate
Search duration	1 week
Search methods	Advertising; Database research; Networking

The Brief

To identify and recruit a Project Manager who would be responsible for the successful procurement of an ERP application and capable of starting the implementation process.

Detailed candidate requirements

ERP procurement skills, including managing the tender process (tender documentation, demo days etc.), producing project documentation and compiling business cases. Plus the ability to mentor a newly-recruited Project Manager, managing shared services and possessing all the standard project management capabilities. Excellent communication skills. Likely current position: Project Manager with experience of leading a multi-million £ ERP project.

Implementation skills

Create project documentation for ERP procurement project. Manage evaluator's questions regarding the submitted tender documents with the suppliers. Ensure the suppliers' demo days are well-organised and run smoothly. Compile the revised shared services business case by bringing together slides, spreadsheets etc., from multiple sources. Kick off and manage pre-ERP initiatives. Mentor the new Project Manager in their shared services projects such as process definition & volumetrics, BPR & organisational restructuring. Ensure industry-recognised shared services lessons learnt are learnt in advance of work. Drive the recruitment plan for shared services & ERP implementation.



Key challenges to the search

Due to complex, transformational nature of this project and its isolated geographical location, itecopleople recognised that it would be difficult to find the right person within Cornwall. In addition, a tight limit on finances meant that a nationwide advertising campaign would not be possible.

Solution

Consequently, itecopleople changed its strategy to focus primarily on locating an out-of-county resource through a highly-targeted and therefore a relatively low-cost campaign using online databases and online networking sites and tools, whilst as the same time ensuring that the handful of local candidates within its database were still notified about the position once their suitability had been pre-assessed.

This twin-track process produced a good selection of applicants to review. After vetting and screening had taken place, particular attention to the mix of skills required, a long list of suitable CVs were forwarded to the client within one week.

Interviews took place in the following week and client feedback confirmed that two of the candidates in particular stood out above the rest. The chosen candidate was appointed just 4 working days after he was introduced to the client by itecopleople and was able to start work on the ERP project immediately.